## Privacy Notice: Points of Contact & Interviewees

Dialogue Content Marketing Limited is committed to protecting and respecting your privacy.

This notification sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. Please read the following carefully to understand our practices regarding your personal data and how we will treat it.

For the purpose of data protection legislation, including the UK Data Protection Act 2018, the UK General Data Protection Regulation (UK GDPR), the UK Privacy and Electronic Communications Regulations 2003 (PECR), and other applicable legislation, the controller is:

Dialogue Content Marketing Limited Unit 1.01 Fuel Studios Pottergate Norwich NR2 1DX

Our Data Protection Officer can be contacted at <a href="mailto:dpo@theprivacyworx.com">dpo@theprivacyworx.com</a>

As a point of contact or Interviewee to Dialogue Content Marketing Limited, we hold the following information about you:

- Name
- Contact details
- Job title
- Location
- Information that you may provide to us or our client during an interview process.

This data may come directly from yourself, your agent or from our clients. We hold and process this data for the legitimate interest of communicating with you, either for standard business communications insofar as we would like to interview you or gather information from you regarding a specific topic, for the purposes of publication.

We will retain this data only for as long as we have an ongoing purpose to do so, unless you request that we delete the data beforehand. Any information that is in the public domain or that has been published will not be deleted.



In order to facilitate our communications with you we may use third party organisations and applications such as Administration & Support Service providers and Customer and Content Management Platforms. We may share your personal data with journalists, photographers or videographers where appropriate to do so and when arranging an interview, photos or videos for publication.

Where a controller or processor is outside of the UK, we ensure that the appropriate lawful transfer mechanisms are in place when transferring your personal data.

You have the qualified right to request: Access to and Porting of your data; Rectification or Erasure of the data; Restriction of processing or to Object to the processing.

You also have a right to lodge a complaint with a Supervisory Authority, for example the <u>Information</u> <u>Commissioner's Office</u>

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